T/II/M-5
10 November 1964

UNITED STATES INTELLIGENCE BOARD

COMMITTEE ON DOCUMENTATION

BIBLIOGRAPHICS (ITEM IDENTIFICATION) - TASK TEAM II

Minutes of the Fifth Meeting, 9 November 1964

Members or Their Representatives Present

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CIA

DIA
NSA

STATE   - Mr. Curtis L. Fritz
AIR FORCE - Lt. Col. Robert R. McAnaw
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Others Present

None

1. Minutes of the fourth meeting were approved.

2. The secretary reported that Navy had been advised concerning the requirement for special intelligence clearance for their member designate. Army has indicated that they are continuing their effort to identify and designate a member for the team. [   ] indicated that CIA would keep in   25X1 close touch with NPIC and would invite participation from NPIC as appropriate on an ad hoc basis. He also indicated that we were fast approaching a point of no return beyond which it would be unrealistic to orient newly-assigned members and thus obtain productive participation from the outset.

3. The group then addressed that matter of the regulatory issuances on item identification obtained so far by members from their respective agencies. The NSA contribution had been provided and was available in the Special Register, CIA. Other members indicated that they were still in the process of identifying and acquiring copies of their respective agency regulatory issuances.

4. The next item for discussion was the matter of attempting to categorize items of intelligence. Reference was made to documents previously

Group I
Excluded from automatic
downgrading and
declassification.

provided by the staff which address various attempts at this type categorization. [____] presented some rough notes he had developed on the subject. [____] requested that these notes be made available to the team. [____] indicated that this would be done as soon as he had completed them.

5. Considerable discussion ensued concerning the purpose of such categorization and the problems involved in attempting to do so. It was also pointed out that the need for an authoritative list of intelligence items stemmed, in the main, from the fact that it appears almost impossible to develop a single set of categories for intelligence items which will satisfy the numerous requirements therefor. For our purposes, categorization is regarded as one of several "handles" which may aid us in identifying items and developing a plan for listing them in an authoritative manner.

6. Lt. Col. McAnaw raised the question of whether the Target Data Inventory (TDI) or the Automated Intelligence File from which the TDI is derived is an item, or are both of them? If files are items, then do we not shortly run into ongoing efforts of Task Team IX, ADP Systems Library? [____] indicated that our primary purpose was to list items which flow through the community, which receive various processing including being indexed, stored and retrieved. It is quite possible that variations in form i.e., hard copy, punched card, magnetic tape, as is the case with the TDI, will have to be accommodated in our deliberations. Total file transfers between agencies and updates thereto should also be recognized as candidate "items". However, detailed file description should be handled by Task Team IX. Our concern should be limited to the file as a "source" (similar to originator) for outputs, possibly in a variety of forms which we would carry in an authoritative item list individually, or as a single item with variations in form.

7. Attention was then directed to briefings being planned by Task Team I. It was the consensus that we should participate in the briefing on NSA production and primary dissemination. No firm date has yet been set. Regarding the State briefing scheduled for Task Team I on 17 November, the secretary was requested to find out the precise nature of the briefing and to determine if we could participate jointly with Task Team I.

8. Discussion followed concerning assignments for the next regular meeting. It was scheduled for 23 November 1964. Members were requested to identify significant and planned item identification systems and activities in their agencies. We will need as detailed a description of these as possible. The secretary will exploit the SCIPS data base for the same purposes. It was pointed out that item identification in association with storage and retrieval systems might provide valuable insights into the problem. It is anticipated that the results of this effort will permit the group to move to the second task called for in the terms of reference - "to identify common elements of item identification systems." Reference was made to Task Team II working paper, number 4 (T/II/W-4) dated 22 October as a source document.

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9. _____ gave a brief resume of the source card file. The team then was taken to the file itself where examples of the system were presented and discussed.

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Secretary